

# Clarke County

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Planning Commission  
**Regular Meeting Minutes**  
July 10, 2015



The regular meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Friday, July 10, 2015.

## **ATTENDANCE**

George L. Ohrstrom, II, Chair; Anne Caldwell, Vice Chair; Robina Bouffault; Randy Buckley; Doug Kruhm, Frank Lee; Gwendolyn Malone; Cliff Nelson and Jon Turkel.

## **ABSENT:**

Scott Kreider and John Staelin

## **STAFF**

Brandon Stidham, Planning Director; Ryan Fincham, Senior Planner/Zoning Administrator; and Debbie Bean, Recording Secretary.

## **CALLED TO ORDER**

Chair Ohrstrom called the meeting to order at 9:00 a.m.

## **APPROVAL OF AGENDA**

The Commission voted to approve the Agenda as presented.

**Yes:** Bouffault, Buckley, Caldwell (seconded), Kruhm, Lee, Malone, Nelson (moved), Ohrstrom, and Turkel

**No:** No one

**Absent:** Kreider and Staelin

## **APPROVAL OF MINUTES**

The Commission voted to approve the briefing meeting minutes of June 2, 2015.

**Yes:** Caldwell (moved), Kruhm, Lee (seconded), Malone, Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Kreider and Staelin

**Abstained:** Bouffault and Buckley

There being no public comments, Chair Ohrstrom closed the public hearing and called for a motion.

The Commission voted to approve the regular meeting minutes of June 5, 2015 with one correction. The minutes did not reflect the closing of the public hearing for the Site Plan Amendment Review for Alain Borel (L'Auberge Provençal) public hearing.

**Yes:** Bouffault (seconded), Buckley, Caldwell (moved), Kruhm, Malone, Nelson Ohrstrom and Turkel

**No:** No one

**Absent:** Kreider and Staelin

**Abstained:** Lee

Chair Ohrstrom stated that we have the Piedmont Environmental Council fellows here today to see how a small rural Planning Commission works. He thanked them for coming and said he would like to proceed with the meeting and then have everyone introduce themselves after the meeting.

### **Public Hearing Items**

#### **Site Plan Amendment Review – SP-15-05**

Clarke County Sanitary Authority requests approval of a Site Plan Amendment to change elements of a previously approved site plan to construct a new water tower on the property identified as Tax Map #30-A-1A. The proposed changes are to re-locate the driveway, waterline, and landscaping. The property is identified as Tax Map #30-A-1A, located at 1340 Browntown Road, in the Millwood Election District, zoned Agricultural-Open Space-Conservation (AOC).

Mr. Fincham stated that this is the public hearing for the Clarke County Sanitary Authority Site Plan Amendment to the Millwood water tower. He gave a power point presentation on this request and explained to the Commission the proposed changes are to relocate the driveway, waterline and landscaping. He stated that since the June meeting, the site plan was revised by Chester Engineering. He said the site plan (notes in yellow) includes the following:

- Required fencing and precautionary measures to be used around the large tree for protection.
- Addresses the issue of the single power pole near the proposed driveway.
- Notes drainage from the site is to be adequate and not pond including onto the neighbor's lot.
- Addresses the parking area construction and future maintenance near the neighbor's house.

He stated that the ingress/egress for the facility will be the revised drive as proposed on the site plan. He said that a review request has been sent to VDOT but no comments have been received to date. After discussion with Staff and the Commission, Chair Ohrstrom opened the public hearing.

Mike Legge, Director of the Sanitary Authority was present to answer questions. Vice Chair Caldwell asked when the old tower is going to be removed. Mr. Legge stated that he was told that they are looking at Labor Day as the completion date and once the new tower is up and functioning then the old tower will be taken down. Commissioner Bouffault asked if just the top of the tower will be painted. Mr. Legge said it should be exactly the same as the old tower. He stated the top will be a bluish color and the bottom will be a concrete color. Chair Ohrstrom asked if there are plans for cell towers on top of the tower. Mr. Legge said that we do not have any agreements yet but we are hoping for some requests so we will be able to get the cell phone revenue.

There being no public comments, Chair Ohrstrom closed the public hearing and called for a motion.

The Commission voted to approve this request contingent upon receiving VDOT requirements.

**Yes:** Bouffault (moved), Buckley, Caldwell, Kruhm, Lee, Malone, Nelson, Ohrstrom and Turkel  
(seconded)

**No:** No one

**Absent:** Kreider and Staelin

Mr. Legge stated that he wanted to publicly thank Mr. Fincham for his hard work and consideration on this request.

### **Board/Committee Reports**

#### **Board of Supervisors**

Mr. Stidham stated that the BOS will be having two public hearings at their next meeting on July 21, 2015. He said these public hearings are for the text amendments that the Planning Commission recommended to the BOS. He stated that one is the Monopole Regulations, TA-15-01 and the other one is the Farm Breweries & Farm Wineries Regulations, TA-15-02.

#### **Sanitary Authority (John Staelin)**

No report.

#### **Board of Septic & Well Appeals (John Staelin)**

Mr. Fincham stated that there is a public hearing this morning at 10:00 a.m. for a well variance.

#### **Board of Zoning Appeals (Anne Caldwell)**

No report.

#### **Historic Preservation Commission (Doug Kruhm)**

No report.

#### **Conservation Easement Authority (George Ohrstrom, II)**

Chair Ohrstrom stated that the CEA held a thank you dinner for donors. He said that the dinner was a success and close to 100 people attended.

### **Other Business**

Mr. Stidham said he wanted to remind everyone that there will be two committee meetings in August. He stated that the Telecommunications Sub-Committee is on Wednesday, August 12<sup>th</sup> at 4:00 p.m. and the Policy Committee will be meeting at 4:45 p.m. or immediately after the Telecommunications Committee meeting in the A/B meeting room. He said that we will be sending packets out for these meetings a week ahead of time.

Chair Ohrstrom stated that he would like the PEC students to introduce themselves and the Planning Commission to introduce themselves. Chair Ohrstrom invited everyone to a barbeque lunch at his barn after the Board of Septic Appeals meeting is over.

### **Adjourn**

There being no further business to come before the Commission the meeting was adjourned at 9:40 a.m.

  
George L. Ohrstrom, II, Chair

  
Brandon Stidham, Director of Planning

Minutes prepared by Debbie Bean, Recording Secretary